

**Draft Minutes  
Of the  
Delaware Bicycle Council Meeting  
October 4, 2000  
DelDOT Administration Bldg, Dover, DE**

**Representatives Present:**

Don Carbaugh, Chairman and New Castle County Representative  
Bill Boyd, At-large Representative  
Paul Stevenson, New Castle County Representative  
Rocky Bushweller, Council on Transportation  
Carl Anderson, At-Large Representative

**Staff Support Present:**

David Petrosky, DelDOT Assistant Bicycle and Pedestrian Coordinator  
Fritz Schranck, DelDOT Deputy Attorney General  
Wendy Bernard, DelDOT Secretary

**Guests:**

Janet Arns, Department of Education  
Chuck Hauser, Davis, Bowen & Friedel, Inc.  
Mike Stockslager  
Tim Plemmons, Council of Greenways and Trails

**Representatives Absent:**

James Kelley, Delaware Department of Transportation  
Tom Hartley, Kent County Representative  
Jim Ippolito, Sussex County Representative  
Fred Breukelman, Public Health Representative  
Open Position, Public Instructor  
Open Position, Department of Public Safety Representative  
Open Position, Department of Education  
Open Position, At-Large Representative  
Open Position, DNREC  
Open Position, Office of Highway Safety

**The meeting was called to order at 6:15 p.m.**

**I. Welcome and Introductions**

The Council welcomed its guests: Chuck Hauser from Davis Bowen & Friedel, Inc., who was there to discuss sewer grates and get recommendations from the Council, Janet Arnes, who has applied to become a Council member to fill the Department of Education's seat, and Mike Stockslager, a local cyclist.

**Council Membership Updates**

Don Carbaugh gave the Council an Update on the Council Membership status; there are a number of vacancies:

- John Baker is resigning, which will leave an open DNREC seat,
- Srgt. Kirk Phillips' term is up and will not be seeking reappointment, which will leave an open Public Safety seat,

- Bill Davis' appointment expires in October, which will leave an at-large seat open.

The heads of state agencies are responsible for making nominations, but if any one has suggestions, they can pass them on to Don C. or submit them directly to the Governor. The length of term for an appointment is 3 years.

The council discussed possible candidates for nomination, Susan Moershel, Mike Stockslager, & Kyle Gulbranson. Don C also expressed interest in finding someone from Sussex County, but a New Castle County representative would be OK. Paul S. said he may know of someone from DNREC to fill that seat, he will speak to him to see.

Janet Arnes' application for appointment has been sent to the Governor for approval, which will fill the Department of Education seat.

### **Approval of the meeting minutes from the August meeting**

Tim Plemmons handed in comments from the August 9<sup>th</sup> minutes.

Bill B. commented that the reference to the Award winners not be "trail riders".

Paul S did not receive a copy of House Bill 581 with his minute's packet.

The minutes were approved with changes.

### **DeIDOT Organization Changes**

Liz Holloway announced she would be leaving DeIDOT to accept a position in Florida. Dave P. will now be heading the staff support for the Council from DeIDOT. Bill B. asked if DeIDOT was in the process of filling her position. Liz said DeIDOT was finalizing the posting and her position could remain open until the spring. Fritz agreed that DeIDOT was currently having difficulty filling positions.

### **Sewer Grate Design (New Business)**

Since the meeting would be lasting a while, Don C. asked if Mr. Hauser would like to speak on sewer grates first before the Council continued with the agenda.

Mr. Hauser informed the Council that several municipalities are replacing their current grates, and he wanted input from the Bike Council on which grates the Council suggests. He suggests 45° angle grates, which are bicycle safe.

He passed around photos of examples of different angled grates. Liz H. asked if any of the angles created a dip, and Mr. Hauser said the perpendicular type did have a slight dip. Dave P. said the perpendicular grates were safe for bicyclists and in a rehabilitation situation he would keep them instead of replacing them. Bill B. asked if the perpendicular grates impeded the water flow and drainage. Liz commented she had e-mailed DeIDOT's Road Design section and they didn't have a problem with the perpendicular grates clogging any more than the 45° angled grates did.

Paul S. asked if the grates had to be converted, did the whole frame have to be replaced or just the actual grates themselves. Mr. Hauser said that the frames did have to be replaced because the grates being retrofitted are old and not a standard size.

Paul S. suggested that if there was a drainage problem with perpendicular grates, making the catch basin bigger might correct the problem.

Mr. Hauser asked if it was possible to get a recommendation and approval from the Council for perpendicular grates. Liz H. said, yes it was.

Fritz explained that as part of the NPDES consent degree agreement between the EPA, NCC, and DeIDOT, each drainage inlet in NCC will be mapped, inspected, and put on a maintenance schedule. This effort is expected to take 5 years.

This is an opportunity for the Council, once the study is done, to identify how many of the grates that need to be retrofitted for drainage issues also present a hazard to bicyclists. He suggested the Council send a letter to the Chief Engineer, Ray Harbeson, and Secretary Canby emphasizing that an aspect of identification should be for bicycle safety purposes. Carl A. liked that idea and asked if Fritz would be willing to draft the letter and Fritz agreed to do so.

Bill B. motioned the Council vote not to replace perpendicular grates, and was seconded by Carl A.

## **II. Old Business**

### **Newsletter & Webpage**

Dave Petrosky is still looking for articles for the next newsletter. Liz H. suggested a piece about the NCC Bike Maps, she also suggested requesting photos of cyclists favorite bike paths/areas and giving a prize for the best one to be put in the map.

**Please submit any articles you may have for the newsletter.**

Mario has renewed his contract to continue maintaining the website.

### **Budget FY 2001**

There is \$16,000 in the Council's budget, which leaves no extra money for the Rt. 1 Race and time trials. There is also \$2,400 left in the DE Bike Council's checking account. Dave P. and Fritz S. will ask for more money (\$15,000) for the RT 1 Race & Ramble.

### **NCC Bike Maps**

Liz H. received the Scope of work today and met with the consultant, RBA Group, Inc. Dave P. will now be handling the bike map. It is estimated to be complete in late spring or early summer.

## **III. "Task Updates"**

### **Effective Cycling**

Paul S. informed the Council that there is no training scheduled for Effective Cycling instructors in October. He has an application from Mike Barker to become an instructor and he will keep it on file for the next training. Dave P. will get the funding to pay for the training.

Don C. will attend a modified Road One, 2 hour training class on Nov. 14<sup>th</sup>. Janet A. suggested having a Bike Safety/Instructor class offered as an in-service credit course and advertise it in the Delaware teacher's booklet. Don suggested basing such a class on the Kids One training and offering it in all 3 counties.

The League of American Bicyclists (LAB) is to revamp their current 9-hour program to several mini modules and will be offering new guidebooks within the next 3 years.

As for the Awards Program, Paul will get the pictures framed and the Council will present them to the winners at the Strategic Planning Workshop in December.

### **Park Peddlers**

Since John B. is no longer on the Council, there is no representative to speak on this topic. Don C. did mention that Bellevue was next on the list for the program, but the park was having issues coordinating a storage space and someone to monitor the bikes. In addition, the park is very spread out which makes it hard to find the best location for the rental site. The aquatic center on the Cauffiel Bike path was suggested as good place to store the bikes

### **Bike Transportation Guide**

Dave P. didn't have anything new to report on the guides.

## **IV. New Business**

### **Pro Bike Conference**

Tim Plemmons thanked the Council for funding half of the registration fee for the conference. It was a very good conference where everyone was very enthusiastic about bike issues. The next conference is in September 2002 and both Tim and Liz recommend attending.

### **Hockessin Meeting**

The City of Hockessin is having a community assessment to create a planning grant and they are happy to share their information with the Council.

### **Strategic Planning Workshop**

It was decided the workshop, which is being held on December 9<sup>th</sup> at Belmont Hall, just south of Smyrna, will also be the place of December's Council meeting.

### **Bike Month**

There was nothing new to report on Bike Month. Planning should start soon. More on this at the next meeting.

### **News Items**

- Bike Policy: Fritz informed the Council there had been a meeting to discuss the latest version of the Policy yesterday. The policy has been trimmed to 4 pages. The policy would bring Bike Safety designs to the State level, including such issues as
  - Making the standard width of bike lanes to be 4-5 feet, 4 ft. is AASHTO's min. width and 5 ft. is DelDOT's current min. width. If a lane is 4ft, it will be marked as a hazard.
  - The Department prioritization process will stress Bike connections between sites,
  - It addresses striping issues pertaining to entrances and access issues.
  - States it is the developer's role to give right-of-way for bypass lanes and give plans to the Bicycle Pedestrian Coordinator for review.
  - In-lane rumble strips should be marked as hazards for bikes
  - Designation of Bike Routes

Dave P. talked about how he uses Sussex County's Level of Service (LOS) to find which existing developments/communities could be retrofitted, and which new developments/communities could install Bike/Pedestrian facilities.

Fritz mentioned pre-construction had some issues with the Policy.

There was some discussion regarding shoulders versus Bike lanes and that the shared aspect is confusing to bicyclists. DE Law currently states that bicyclists should bike in the roadway and not on the shoulders.

Fritz felt the Policy would be passed within the next month or so. Tim P. was wondering if having Legislation regarding to Policy would give it more strength. Liz H. suggested letting the Department work with the Policy before legislating it.

- St. George's Bridge: recent legislation had been passed which will prohibit the Corps from spending federal money to tear the bridge down. Don. C expressed his feeling that if the bridge could be saved it would be the best crossing of the canal for bike/pedestrians if one lane could be dedicated for them in each direction.

## **V. Committee Reports**

### **Safety and Education**

Paul S. talked about safe lighting trinkets.

#### **Committee Chairs**

Don C. said there are 5 committees and it would be best if the chairman seats were filled with citizen members. Hopefully, when the Council is back to full strength, the committees will get moving again.

#### **Transportation**

Dave P. reported for Jay K. that the Road Design Manual is almost done.

#### **General Discussion**

Tim P mentioned that the NCC Comprehensive Land Use Plan should be done by spring. He would like DE Greenways and Trails referred to in the Comp. Plan and would like to see the DE Bike master plan done in time to be coordinated with and incorporated into the Comp. Plan.

The Council discussed times to take Liz H. out for a farewell dinner.

#### **The meeting was adjourned at 8:45**

The next Council meeting is to be incorporated into the Strategic Planning Workshop  
Which will be held December 9, 2000  
At Bellmont Hall, Smyrna  
*???TIME???*